

Michigan State Police,
Emergency Management and Homeland Security Division
Fiscal Year 2024 Emergency Management Report Schedule

Initial Work Agreement DUE: October 1, 2023

- **Annual Training and Exercise Plan Worksheet for 2024-2026:** Submit an electronic copy to the training and exercise staff at msp-em@michigan.gov **by September 30, 2023**. Please contain the following information in the subject line: "EMD-006 [Jurisdiction Name]".
- **EMHSD-31: Emergency Management Performance Grant (EMPG) Work Agreement/Quarterly Report:**
Electronically submit with original or e-signature to your District Coordinator (DC).
- **EMHSD-17: Summary Request for Emergency Management Assistance Expenses:**
Electronically submit with original or e-signature to your DC.
- **Current Job Description:** For federally EMPG funded employee on EMHSD-17.
Electronically submit to your DC.
- **Executive Compensation Form:** Submit electronically using the link in the EMHSD-31.

First Quarter Report

- **EMHSD-31: Emergency Management Performance Grant Work Agreement/Quarterly Report:** **DUE: 1/10/24**. Submit through the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) electronic survey tool.
- **EMD-065 Quarterly Training and Exercise Report:** **DUE: 1/10/24**. Submit through the MSP/EMHSD electronic survey tool.
- **EMHSD-007: EMPG Quarterly Expenses Report:** **DUE: 1/20/24**. Submit electronically to your DC.

Second Quarter Report

- **EMHSD-31: Emergency Management Performance Grant Work Agreement/Quarterly Report:** **DUE: 4/10/24**. Submit through MSP/EMHSD electronic survey tool.
- **EMD-065 Quarterly Training and Exercise Report:** **DUE: 4/10/24**. Submit through MSP/EMHSD electronic survey tool.
- **EMHSD-007: EMPG Quarterly Expenses Report:** **DUE: 4/20/24**. Submit electronically to your DC.

Third Quarter Report

- **EMHSD-31: Emergency Management Performance Grant Work Agreement/Quarterly Report:** **DUE: 7/10/24**. Submit through MSP/EMHSD electronic survey tool.
- **EMD-065 Quarterly Training and Exercise Report:** **DUE: 7/10/24**. Submit through MSP/EMHSD electronic survey tool.
- **EMHSD-007: EMPG Quarterly Expenses Report:** **DUE: 7/20/24**. Submit electronically to your DC.

Fourth Quarter Report

- **EMHSD-31: Emergency Management Performance Grant Work Agreement/Quarterly Report:** **DUE: 10/10/24**. Submit through MSP/EMHSD electronic survey tool.
- **EMD-065 Quarterly Training and Exercise Report:** **DUE: 10/10/24**. Submit through MSP/EMHSD electronic survey tool.
- **EMHSD-007: EMPG Quarterly Expenses Report:** **DUE: 10/20/24**. Submit electronically to your DC.
- **Annual Training and Exercise Plan Worksheet for 2024-2026:** Submit an electronic copy to the training and exercise staff at msp-em@michigan.gov **by September 30, 2024**. Please contain the following information in the subject line: "EMD-006 [Jurisdiction Name]".

